



CANNON BUILDING  
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**STATE OF DELAWARE  
BOARD OF ARCHITECTS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF ARCHITECTS</b>
<b>MEETING DATE AND TIME:</b>	<b>Wednesday, September 3, 2014 at 1:30 p.m.</b>
<b>PLACE:</b>	<b>861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware</b>
<b>MINUTES APPROVED:</b>	<b>October 1, 2014</b>

**MEMBERS PRESENT**

John Mateyko, RA, Professional Member, President  
Paul Guggenberger, RA, Professional Member  
Todd Breck, RA, Professional Member  
Kevin Wilson, RA, Professional Member, Secretary  
Joseph Schorah, Public Member (arrived at 1:45)  
Elizabeth Happoldt, Public Member  
Richard Wertz, RA, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Jennifer Singh, Deputy Attorney General  
Flora Peer, Administrative Specialist II

**ABSENT**

Prameela Kaza, Public Member

**OTHERS PRESENT**

Nancy Payne, AIA Delaware  
Jeffrey Pack

**Call to Order**

Mr. Mateyko called the meeting to order at 1:30p.m.

**Review and Approval of Minutes**

The Board reviewed the minutes of the July 2, 2014 meeting. Mr. Guggenberger made a motion, seconded by Mr. Wilson to accept the minutes as presented. The motion carried unanimously.

**Unfinished Business**

**Conclusion of Public Rules & Regulations Hearing – July 2, 2014**

Ms. Singh reviewed the Board Order for proposed addition of regulation 7.6.1.1 and amendment to regulation 7.6.2. No public comment was received. Board member's signed the Order.

Discussion and Legal Consult from Board Counsel on Status of 2010 Letter to Delaware Tech

The Board agreed that the practice of unlicensed architecture at Delaware Tech violated the Memorandum of Understanding (MOU). The Board has since rescinded the MOU and Ms. Singh advised the Board that if continued unlicensed practice takes place the Board can request a cease and desist order. The Board currently has no knowledge of the continued practice of architecture at the college.

Review and discussion of comments regarding NCARB's changes to the IDP, BEA, and BEFA

Mr. Guggenberger summarized the proposed changes to the Board. Mr. Guggenberger provided the Board with comments for review which outlines concerns with NCARB's proposed changes. After discussion, the Board agreed to share Mr. Guggenberger's comments with NCARB. Mr.

Guggenberger made a motion, seconded by Mr. Breck that the Board does not support NCARB's proposed changes to the IDP. The motion passed unanimously.

Mr. Guggenberger made a motion seconded by Mr. Breck that the Board generally supports the proposed changes to the BEA. The motion carried unanimously. Mr. Guggenberger made a motion seconded by Mr. Wilson that the Board generally supports NCARB's proposed changes to the BEFA with Mr. Breck opposed noting the comments prepared NCARB presents a wide diversity of requirements for licensure in foreign countries. While the proposed requirement for two years of licensed practice may be appropriate for candidates from certain countries, it does not seem appropriate for candidates from other countries. It seems that one solution will not work for all circumstances. Perhaps specific requirements must be established for each country or a sliding scale developed for the required length of licensed practice based on the internship experience required for initial licensure. The motion carried by majority.

Discussion of Regulation Changes to Further Clarify Registration Requirements

The Board discussed registration requirements for reciprocity applicants. Ms. Singh stated it would be in the Board's best interest to clarify regulation 4.1.1 and 24 *Del. C. § 307(a)(2)*. Ms. Singh suggested that the Board consider changes made that require reciprocity applicants submit proof that they come from a state with substantially similar requirements. After discussion, Ms. Singh stated she would draft a proposed bill for the next meeting. Mr. Mateyko stated that if the Board needed more time before the draft registration deadline on November 14, 2014, that a special meeting be arranged.

**New Business**

Review Directors Memo Concerning 2015 Legislative Session

The Board reviewed and the Director's memo for the 148<sup>th</sup> General Assembly, 1<sup>st</sup> Legislative Session. As previously discussed, Ms. Singh will develop draft legislation to further clarify 24 *Del. C. § 307(a)(2)* that will be reviewed at the October meeting.

New Complaints to Assign a Contact Person

There were no new complaints.

Ratification of Certificate of Authorization Application(s)

Mr. Wertz made a motion, seconded by Mr. Guggenberger to ratify the Certificate of Authorization's issued below. The motion carried unanimously.

Robert G. Lyon & Associates, Inc

NewGround International, Inc

HAKS Engineers, Architects and Land Surveyors

Starr Design PLLC

CGL RicciGreene Design Group LLC

Ratification of Reciprocity Applications – NCARB Certificate

Mr. Schorah made a motion, seconded by Mr. Guggenberger to ratify the applicants by NCARB certification. The motion carried unanimously.

Vincent Wolk  
Ferdinando Micale  
Erik Earnshaw  
Joshua Chaiken  
Albert Cooper III  
Brennon Bickel  
Thomas Scerbo  
Nicholas Groch  
Michael Harris  
Robert Warshefski  
Steven Starr  
Dean Johnson  
Armand Quadrini  
Julie Delos Santos

Review of Application(s) by NCARB

Kevin Scott – Discipline in Colorado

Mr. Wilson summarized Mr. Scott's application for the Board. Mr. Scott does meet the requirements for licensure. Mr. Wilson stated that Mr. Scott answered no on his application in response to discipline on his license. Mr. Scott's NCARB file has a letter of admonition from Colorado stating that Mr. Scott had practiced architecture with an expired license. Ms. Singh informed the Board that, because of the wording in the letter from Colorado, Mr. Scott had plausible deniability. Mr. Breck made a motion seconded by Ms. Happoldt to approve Mr. Scott for licensure by reciprocity. The motion carried by majority with Mr. Schorah opposed.

Review of Re-Application(s) by NCARB

John Guest (CE incomplete)

Mr. Wertz reviewed Mr. Guest's application. Mr. Wertz confirmed that Mr. Guest does meet the requirements for licensure; however Mr. Guest's application is deficient 8 continuing education credits as he submitted multiple duplicate copies. Mr. Wilson made a motion to approve Mr. Guest's application for licensure contingent on receiving the remaining 8 CE, seconded by Mr. Breck. The motion passed unanimously. Ms. Peer will contact Mr. Guest to advise of Board's decision.

Brian Newswanger

Mr. Wertz reviewed Mr. Newswanger's application. Mr. Wertz confirmed that Mr. Newswanger does meet the requirements for licensure and does have the necessary amount of continuing education credits for licensure. Mr. Wertz made a motion to approve Mr. Newswanger's application for licensure, seconded by Mr. Breck. The motion passed unanimously.

Stephen Wise

Mr. Wilson reviewed Mr. Wise's application. Mr. Wilson confirmed that Mr. Wise does meet the requirements for licensure and does have the necessary amount of continuing education credits for licensure. Mr. Wilson made a motion to approve Mr. Wise's application for licensure, seconded by Mr. Wertz. The motion passed unanimously.

Review of Application(s) for ARE

Sean Malloy

Mr. Breck reviewed Mr. Malloy's application. Mr. Breck made a motion to approve Mr. Malloy's application to sit for the ARE exam, seconded by Mr. Wilson. The motion passed unanimously.

**Review of Applications by Direct Application**

**Jeffrey Pack**

Mr. Breck reviewed Mr. Pack's application. Mr. Breck confirmed that Mr. Pack meets the requirements for licensure. Mr. Breck made a motion to approve Mr. Pack's application for licensure, seconded by Mr. Wilson. The motion passed unanimously.

**Other Business Before the Board (for discussion only)**

Mr. Wilson shared that NCARB was planning to attend an upcoming Board meeting. Mr. Mateyko stated he would be attending the NCARB Presidents Board meeting.

**Public Comment**

There was no public comment.

**Next Scheduled Meeting**

The next meeting will be held on October 1, 2014 at 1:30 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**Adjournment**

With no further business before the board, Mr. Breck made a motion to adjourn the public meeting, seconded by Mr. Wilson. The motion carried unanimously. The meeting adjourned at 3:00 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Flora Peer', with a stylized, cursive script.

Flora Peer  
Administrative Assistant II